

5 JUN 1968

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Current Interest Items

1. Recruitment of Peace Corps Personnel

Since the recent reaffirmation of the prohibition against Agency employment of former Peace Corps personnel, some questions have developed.

a. The first concerns one of our University Associates who will be employed by the American Council on Education to assist the Peace Corps with its placement program. He will not be on the Peace Corps payroll; we do not know to what extent he may later be identified with the Peace Corps in connection with this project. We will drop this Associate while he is on this job and obtain an alternate on his campus during his leave of absence. We would prefer to defer any recommendation regarding the resumption of his Associate status after he returns to the campus until we are more certain of the extent to which his advisory application to the Peace Corps becomes public knowledge.

b. We occasionally have an applicant who has either already filed an application with the Peace Corps or who does so while being considered by us. In such cases, we intend to proceed with our consideration. We believe that concurrent consideration is not inconsistent with the prohibition against hiring former Peace Corps personnel; further, referral of concurrent consideration might simply deprive us of desirable recruits who are better suited to the work of our Agency than that of the Peace Corps.

c. Another question which may arise is that of marriage of an Agency employee to a Peace Corps employee. (In fact, this situation was presented in a recent marriage to alien case; it was not necessary to raise a question because the recommendations were unanimous to disapprove the employee's request to remain employed.) It seems to us that the circumstances of each such case would vary sufficiently as to require consideration on a case-by-case basis. Consequently, we are not raising the general question for resolution at this time.

2. Merit Step Increases

Only 29 step increases have been withheld since the standard of "acceptable level of competence" went into effect last October. This number seems low to us and we question whether supervisory officials are taking full advantage of this tool. We are undertaking a study to identify the general circumstances under which deferment or denial of a step increase might ordinarily be appropriate (e.g., a relatively recent Fitness Report with overall rating of "weak"; Personal Rank Assignment of employee who cannot be used at his own grade). We hope that the results of this study will provide a basis for further guidance to supervisors--and a means for more effective monitoring.

3. "Congressional Breakfast"

At the request of [REDACTED] we have prepared very brief biographic sketches for Agency officials who are scheduled to attend the "Congressional

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breakfast" on 4 June. These are to be supplied to the guests. We understand that the Agency officials attending the breakfast will also be supplied with sketches from the Congressional Directory for the guests.

4. Supergrade Promotions

The Clandestine Services Career Service is proceeding with their annual ranking of officers to be recommended for promotion at supergrade level. However, they are concerned that any GS-15 in the higher steps of that grade might suffer financially if he were promoted to GS-16 immediately prior to a general pay increase. Consequently, they have asked our advice about the probabilities of enactment of the proposed Federal Salary Adjustments Act and the effective date of pay increases at supergrade level. We do not feel that we can make an accurate prediction at this time. We have agreed to obtain the best reading possible immediately before final processing of these cases so that the question of whether to proceed with them or to delay them can be considered in light of the prospects at that time. However, it seems unlikely that a six-month delay would be in the employee's interest because any minus difference in his ultimate rate would be offset by the period in which he had already drawn the higher rate and the credit of this time toward his next merit step increase.

5. Credit Union Personnel

The Board of Directors, at their meeting on 27 May, discussed the possible contract employment of additional full-time personnel to increase the regular Credit Union staff to 19. This has raised questions as to whether all full-time Credit Union employees should be in the same status and, if so, whether staff or contract. [REDACTED] is looking into this and will come forward with appropriate recommendations. The Credit Union now employs some part-time contract workers on direct hire (but with Type A clearance) and a few of these have on occasion been used full time. (The Agency is fully reimbursed for salary and related costs of Credit Union personnel carried on Agency rolls.)

6. [REDACTED]

[REDACTED] is being cleared for appointment by the Agency as a GS-7 Commo Tech for non-reimbursable detail to the White House.) [REDACTED] has indicated that he would like to talk with [REDACTED] upon EOB to "welcome him aboard" and to give him a home base in the Agency. [REDACTED] will be carried on the Commo development complement and it is anticipated that he might assume regular Agency duties at such time as he may be released by the White House.

7. Quality Step Increases

Three cases were reported last week as being returned to SR Division to consider a Certificate of Merit instead of a quality step increase. However, on reconsideration, we believe that these employees' sustained high level performance in their regular jobs merits a quality step increase and they have been approved. This brings the total of approvals to 31.

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In one case, promotion based on reallocation of the employee's job appeared warranted by the material submitted in support of a recommendation for a quality step increase. This job has since been surveyed and upgraded and the promotion is in process.

In one of this week's cases, the employee's previous work record did not seem to support the recommendation. This case was discussed with the Assistant Director involved who, after further consideration, withdrew the recommendation.

The distribution of approved requests is now as follows:

<u>Grade</u>	<u>DDI</u>	<u>DDP</u>	<u>DDS</u>	<u>Total</u>
GS-4	1	-	-	1
GS-5	1	-	-	1
GS-6	3	-	-	3
GS-7	1	4	-	5
GS-9	1	3	-	4
GS-11	1	-	-	1
GS-12	5	-	-	5
GS-13	1	1	1	3
GS-14	3	-	2	8
	17	8	6	31

8. Savings Bond Drive

As of 28 May, vouchered Payroll Branch had received 295 initial bond authorizations and 82 allotment increases, a total of 377, since the beginning of the 1963 campaign.

/s/ Emmett D. Echols

Emmett D. Echols
Director of Personnel

Distribution:

O & 1 - Addressee
✓ 1 - Subj File
1 - Chrono File

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OD/Pers [REDACTED] (3 June 1963)